



PARS II

Site End-of-Month Checklist, Processing Schedule and File Naming Convention



PARS II

Site End-of-Month Checklist

FPD

- Perform Monthly Assessment
- Review uploaded CPP Data, using the CPR, Schedule, and Timephased Dashboards
- Review attachment(s) for approved “waived” CPP data

Contractor

- Upload the monthly CPP file
- Review Error / Warning Messages received during monthly upload
- Attach any data for which they have received an approved “waiver”



FPDs: Monthly Status Screen

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Selected Project: 000386 - Salt Waste Processing Facility Status Date: 5/11/2010 CPP Data As-Of Date: 2/26/2010 Current Gateway: CD3
Current User: EESDEMO Logout

Monthly Status

Edit | Save | Cancel | Attachments | Reports

Select Monthly Status Type: FPD - Monthly Status - FPD FPD: Thomas Smith Certification: Level 4

Monthly Status Detail:

Forecast For TPC: 1,300,000,000

Forecast Completion: 10/30/2015

Has the CPP data been reviewed?

Is the OA data current?

Assessment Narrative: This project is in a yellow state, but improving.

Assessment RYG: Yellow

Program Assessment RYG: Yellow

OECM Assessment RYG: Yellow

Month/Year To Achieve Green: 06/2010

Corrective Action Narrative: The contractor will meet the four agreed-upon criteria for getting the project to green.

Cost Contingency Used: 0

Cost Contingency Remaining: 39,000,000

Schedule Contingency Used: 0

Schedule Contingency Remaining: 300

Profit Fee Used: 168,000

Profit Fee Remaining: 47,832,000

Updated By: EESDEMO

Updated Date: 5/13/2010 8:39:38 AM



Contractor: CPP Upload Screen

DOE PARS II - Microsoft Internet Explorer provided by DOECO

https://pars2training.doe.gov/Program/wfUpload.aspx

File Edit View Favorites Tools Help

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Selected Project: 000162 - Project for CPP upload Status Date: 11/17/2009 CPP Data As-Of Date: 11/17/2009 Current Gateway: CD0
Current User: TRNOECM01 Logout

Project Upload All monetary values are in whole dollars.

Submit Save Cancel Attachments Reports

Process	Data Type	Format	File	Status
Overwrite	EV CPR	ANSIX12	<input type="text"/> <input type="button" value="Browse..."/>	
Overwrite	Complete Project	Access	<input type="text"/> <input type="button" value="Browse..."/>	

CPP As-Of Date (Same As Upload File)

Baseline Name:

Submitted By: Submitted Date:

Official Use Only

Received By:

Received Date:

Disposition:



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Processing Schedule



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Processing Schedule

- **Last workday of each month:** Contractors upload their “Contractor Project Performance” (CPP) file, and all attachments for waived data that are not included in the CPP upload file. * **
 - **Third workday:** FPDs enter monthly assessments.
 - **Sixth workday:** Program Office analysts enter monthly assessments.
 - **Ninth workday:** OECM analysts enter monthly assessments.
 - **By the 25th:** OECM publishes the monthly report.
 - All of the above monthly deadlines are “No Later Than” dates. As soon as OECM publishes the monthly report, we will also roll the PARS II status forward, giving users the ability to enter data and assessments for the next reporting period.
- * This step is required only for post CD-2 projects with TPCs equal to or greater than \$20M.
- ** Please refer to the next slide for the current file naming convention, which also is found on the PARS II website under *PARS II CPP Upload Requirements V1.5, section 3.3*



PARS II

Naming Convention

3.3 File Naming Convention

- After populating the Access file and prior to submission, the Access file **must be renamed according to the file naming convention below:**
- SITE_CONTRACTOR_PROJID_PERIOD_RUNDATE.mdb
- Where
- **SITE** = Abbreviation for the site
- **CONTRACTOR** = Abbreviation for the contractor
- **PROJID** = Official DOE Project Number for the project
- **PERIOD** = Reporting period for the project, expressed as calendar year (YYYY) and month (MM) (example is for August 2010)
- **RUNDATE** = Date the Access file was populated, expressed as calendar year (YYYY), month (MM) and day (DD)
- Example: **OR_Isotek_OR0011Z_201008_20100930**